

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to Authorize the City Manager to Purchase Eight Vehicles Approved in the 2019-2020 Budget		
DEPARTMENT:	Administrative Services Department		
PRESENTED BY:	Sara Lane, Administrative Services Director Dan Johnson, Fleet & Facilities Manager		
ACTION:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

The City Council, at their November 19, 2018 meeting, approved the 2019-2020 Biennial Budget. The Biennial Budget included vehicles and equipment for the Public Works Right of Way (ROW) Landscape Program, Public Works Surface Water (SW) Program, Parks Recreation (REC) Program, and Parks Operations (OPS) Program. Staff is requesting City Council approval to purchase eight (8) vehicles for these programs at an estimated cost of \$263,315.

The City’s purchasing policies require City Council authorization for equipment purchases in excess of \$100,000. Staff will be utilizing the existing cooperative purchasing agreement (#05916) with the State of Washington Department of Enterprise Services (DES) to purchase the vehicles, as this option provides the best value for the City.

The 2019 vehicles are identified for purchase from Columbia Ford in Longview, Washington. Columbia Ford is identified in the Washington State DES vendor list. Once the vehicles are purchased, additional work approved in the budget such as installing the City decals, safety light bars, tool boxes, etc., will also be completed.

The table below provides a summary of the vehicles being requested for purchase:

Year	Qty	Program	Description	Amount
2019	5	Public Works ROW & Public Works SW	Ford F150 2WD Pickups	\$160,789.72
2019	2	Public Works ROW & Parks OPS	Ford F250 2WD Pickups	\$64,968.46
2019	1	Parks REC	Ford Transit Medium Roof 12 Passenger Van	\$37,556.26
Total Cost				\$263,314.44

RESOURCE/FINANCIAL IMPACT:

The 2019 Budget includes funding to purchase and upfit the vehicles in the above table.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to purchase five 2019 Ford F150 2WD Pickups, two Ford F250 2WD Pickups, and one Ford Transit Medium Roof 12 Passenger Van approved in the 2019-2020 Budget.

Approved By: City Manager ***DT*** City Attorney ***MK***